

## **Criteria for organizations to qualify for one of the community uses of the Fillmore Silver Spring each year**

Note: Information collected in preparation of this draft includes research on the websites of the IRS, the Foundation Center and the National Center for Charitable Statistics.

**The group can provide proof of registration as a non-profit under the appropriate section of the IRS tax code (501(c)(3), (4), (6), (7), etc.).**

*Rationale: This criterion ensures that only non-profits are able to take advantage of this opportunity.*

**The group is based in Montgomery County and/or its primary mission is to serve the residents of Montgomery County.**

*Rationale: The bulk of the funding for this building is from Montgomery County taxpayers. This criterion is not intended to eliminate groups whose purpose is focused on a wider (i.e., state or national) area of service if they have a significant presence (e.g., a chapter) in Montgomery County serving its residents.*

**Events shall be open to the public and/or designed to engage the community.**

*Rationale: The use should help bring people into the Arts & Entertainment District, where they likely will spend money and thus help recoup the public investment in the building.*

**The event's program provides a clear benefit to the residents of Montgomery County.**

*Rationale: This ensures that there will continue to be a focus on arts and entertainment use, which is appropriate in the Arts & Entertainment District, as well as diversity in the types of organizations that may take advantage of this opportunity.*

**The group must present a plan for promoting the proposed event as part of the application.**

*Rationale: The group must take responsibility for this aspect of the use and the event's success, and not assume that the County, Live Nation, the Arts & Entertainment Committee or any other entity will do it for them.*

### **Process**

- Organizations will apply for an application found on-line through the Montgomery County Recreation website.
- Montgomery County Recreation will review applications and make determination whether or not they qualify based on the above criteria.
- If approved, Montgomery County Recreation will forward the application and contact information to the Fillmore Silver Spring.
- Fillmore will review final date/time and all event day logistics directly with the user.
- Fillmore will handle all financial transactions.
- Application will be received through the calendar year on a first come, first served basis.